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9 April 1976

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT : Office of Personnel Report -- Week Ending
9 April 1976

1. CIARDS Hearings: On 7 April 1976 representatives of the Offices of Finance, Personnel and Legislative Counsel assisted the Director and Deputy Director for Administration in hearings before the Armed Services Committee, Subcommittee on Investigations, dealing with amendments to the CIA Retirement and Disability System (CIARDS). In all but one provision, the proposed legislation included provisions conforming CIARDS to the Civil Service Retirement Act. The new provision would authorize the President to maintain parity between CIARDS and the Civil Service Retirement Act when the latter is amended in areas substantially identical to CIARDS.

* The hearings proceeded uneventfully until Congressman Stratton, who was absent during most of the testimony and presentation, returned to the Committee Room and initiated a line of questioning that forced the Chairman to go into executive session. The questioning by Congressman Stratton was aimed at the very existence of CIARDS, its preferential annuity and age retirement features, and had little if any relationship to the merits of the conforming legislation before the Committee. In the end, however, the Chairman, for the record, noted there was no objection and the Subcommittee will report a clean bill to the full Committee. We will be meeting with the Office of Legislative Counsel to assess what strategy we might employ to avoid difficulty of the type initiated by Congressman Stratton when the full Committee considers our legislation.

* 2. Address at Dudley House, Harvard University: On 7 April the Director of Personnel addressed some 44 students, mostly undergraduates, at the invitation of Dudley House, Harvard University, on the subject of CIA's role in the U. S. Government. The meeting ran some two hours, of which one hour and twenty minutes were devoted to questions and answers. Eighty percent of the questions and answers were job related. Four individuals were hostile, with questions

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on the Pike Committee, Phoenix, atrocities in Laos and assassination. None of these attracted supporters for continuing the discussion beyond the answers given. One minority was particularly interested in career possibilities with the CIA.

3. Voluntary Investment Plan: For the first time it was necessary to sell investments from the Growth Fund in order to pay persons withdrawing completely from VIP or transferring to the Income Fund. We had to sell shares in a number necessary to give us \$11,718.80 for payments.

We have a similar experience this pay period in that payments out exceed payments in by about \$17,000. We shall instruct the Bank of New York to redeem shares in the two mutual funds to give us that amount.

It appears that many persons who had been in the Growth Fund decided to switch to the Income Fund now that the unit value of the Growth Fund is up to a point at which they will realize no loss. Undoubtedly, the guaranteed rate of interest of the Income Fund (8.15% for this year) is more attractive than the record of ups and downs experienced in the Growth Fund over recent years. Added to such switching were a number of total withdrawals by retirees and the suspension of payroll deductions. The net effect of all this is that we need about \$17,000 to make payments and must redeem shares from the two mutual funds for this purpose.

4. Summer-Only Employment: Applicants cleared for the Summer-Only Program now total 182 out of the 244 put into process. Final, detailed requirements will be compiled today and EOD letters will be sent to those cleared beginning next week.

5. Recruitment:

a. The upcoming quarterly memorandum to the recruiters from Chief, Recruitment Division will note the improving results in minority recruitment efforts for FY 1976. It will, of course, emphasize the need to sustain improvement. The three quarters were as follows:

	<u>First Quarter</u>	<u>Second Quarter</u>	<u>Third Quarter</u>
Professional Blacks	32	42	71
All Hispanics	8	25	37

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b. [] Recruiters are now becoming more involved in the recruitment of translators for [] They have been asked to contact sources at such colleges as Emanuel in Boston, St. Mary's in Michigan, Alliance College in Pennsylvania, the University of Pennsylvania and the University of Chicago. They will seek Polish translators among others. [] candidates remain in place and do contract translation, and for this reason divinity students are acceptable, which explains why some of the above schools have been selected for contact. General flyers have been prepared and sent to all field recruiters, which now identify the []

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6. Position Management:

a. A meeting was held with Chief, Support/NPIC to discuss a request for upgrading of NPIC Security Duty Officer positions.

b. A briefing was received from the NIO Executive Officer on the functions of the National Intelligence Officers.

c. A meeting was held with the D/OTS and DD/OTS to discuss the initiation of the OTS survey on 6 April.

d. A meeting was held with the DCI Admin Officer to discuss grade structure in the DCI Security Section, Security Aide/Body Guard positions to the DCI and DDCI. Grade pattern data has been obtained from the Classification Branch of the Secret Service for U. S. Secret Service Agents/Investigators/Presidential Body Guards for use in evaluating these positions.

7. Educational Aid: A total of 118 EAF applications have been received to date, 112 complete and six incomplete. The cutoff date was extended to 9 April to accommodate delayed applications and those requiring more information.

8. Employee Services: The adding of citizen band radio equipment to the items sold in the EAA Store has been well received. In the first month that these items have been available, approximately \$4,000 worth has been sold.

9. Rehired Annuitants: A report on rehired civilian annuitants has been completed. As of 31 March, there were 221 annuitants on board distributed by Directorate as follows:

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DCI	14
DDA	72
DDO	101
DDI	19
DDS&T	15

Coming Event:

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Arrangements are being made to attend and actively participate in a conference and exhibit for Black scientists and engineers in Chicago on 18 through 21 May. NPIC officials are preparing the exhibit and will send several representatives along with recruiter [redacted] and other office representatives, such as OD&E, who have expressed interest. Science demonstrations and science exhibit booths will be part of the event and, in addition to those minority engineers who attend, the Superintendent of the Chicago School System has endorsed the concept and is encouraging students from the many schools in the area to see the science demonstrations and to meet with the representatives.

[redacted]
F. W. M. Janney
Director of Personnel

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